

4-0345

Bay Head Board of Education  
15 02

DOCUMENT OF AGREEMENT

1977-78

Bay Head  
BOARD OF EDUCATION  
Borough of Bay Head  
Ocean County, New Jersey

and

BAY HEAD TEACHERS ASSOCIATION  
Bay Head School District  
Ocean County, New Jersey

September 1, 1977 June 30, 1978

### RECOGNITION

The Board of Education, Borough of Bay Head, Ocean County, New Jersey, hereby recognizes the Bay Head Teachers Association as the organization which represents the majority of teachers in the Bay Head School for purposes of collective negotiations concerning terms and conditions of employment for school year 1977-78, beginning September 1, 1977 and ending June 30 1978.

TERMS AND CONDITIONS OF EMPLOYMENT

1. Salary schedule for school year 1977-78:

<u>STEP</u>	<u>BA</u>	<u>BA+15</u>	<u>BA+30</u>	<u>MA</u>	<u>MA+30</u>
1	10,190.	10,490.	10,790.	11,190.	11,790.
2	10,565.	10,865.	11,165.	11,565.	12,165.
3	10,960.	11,260.	11,560.	11,960.	12,560.
4	11,415.	11,715.	12,015.	12,415.	13,015.
5	11,865.	12,165.	12,465.	12,865.	13,465.
6	12,395.	12,695.	12,995.	13,395.	13,995.
7	12,815.	13,115.	13,415.	13,815.	14,415.
8	13,240.	13,540.	13,840.	14,240.	14,840.
9	13,665.	13,965.	14,265.	14,665.	15,265.
10	14,195.	14,495.	14,795.	15,195.	15,795.
11	14,780.	15,080.	15,380.	15,780.	16,380.
12	15,255.	15,555.	15,855.	16,255.	16,855.
13	15,730.	16,030.	16,330.	16,730.	17,330.
14	16,210.	16,510.	16,810.	17,210.	17,810.
15	16,885.	17,185.	17,485.	17,885.	18,485.

To be eligible for the BA + 15 or the BA + 30 scale, teachers shall produce transcripts from accredited colleges indicating that the 15 or 30 credits are graduate credits or credits for courses approved by the Board prior to enrolling in the program. To be eligible for the MA + 15 or the MA + 30 scale, teacher transcripts shall indicate that the credits are graduate credits taken after the conferring of the Master's Degree.

- For each eligible teacher the Board of Education will pay the Full Family Coverage under the New Jersey Health Benefits Program, which includes Blue Cross/Blue Shield, Rider J and Major Medical Coverage.
- Teachers having 10 years' service with the Bay Head School System and a total of 20 years' teaching experience, including the service in the Bay Head School System, shall be entitled to an additional salary step of \$500.00. This amount becomes a part of the teachers' salary and the teacher receiving this increment would remain \$500.00 above the last step on the teachers' guide.

LEAVE POLICY

3.

(Adopted October 11, 1966)  
(Para. 2 and 3 Amended 1974-75 Negotiations)

The following categories suggest areas for leave with full pay  
This policy will apply to all full time personnel.

1. Ten days for personal illness or "sick leave" as defined in New Jersey statutes 18A:30-1 through 6. These days are cumulative from year to year.
  - (a) A teacher transferring to Bay Head from another district within New Jersey will be allowed one-half of her unused sick leave, not to exceed 10 days.
  - (b) A teacher who is absent for three or more consecutive school days will submit a physician's certificate to the principal upon her return.
2. Personal Leave applies to situations of a personal nature whereby a teacher must be absent from her class. These days are not cumulative.
  - (a) Up to 5 days allowed for death in the immediate family. The immediate family will include, father, mother, spouse, child.
  - (b) Up to 3 days allowed for death of a relative. Relative will include brother, sister, mother-in-law, father-in-law, and teacher's grandparents.
  - (c) One day allowed for death of an aunt, uncle, first cousin, neice or nephew.
  - (d) Three days allowed for personal business. Personal business shall include legal matters, religious observance, post graduate graduation.
  - (e) The Board of Education upon recommendation of the principal reserves the right to grant leave time with full pay for reasons not enunciated herein.
3. Maternity Leave, it is recommended that;
  - (a) As soon as any married woman teacher's pregnancy is medically certified, she shall apply for a leave of absence, and shall accept a leave of absence as provided in these regulations.
  - (b) A maternity leave of absence, without pay, may be for a period of a year and a half (18 calendar months). The expiration of all maternity leaves shall coincide with the beginning of the school year unless the Board and the teacher mutually agree to a different re-entry time.
  - (c) Nothing in these regulations shall be construed as obligating to the Board of Education to grant leaves of absence to married women teachers who are not under tenure.
  - (d) The name of the teacher on maternity leave may be placed on the substitute list.

4. Professional visitation of one day will be allowed each teacher with the approval of the administrative principal. A brief report of this visitation will be conveyed to the principal at the teacher's earliest convenience.

GRIEVANCE PROCEDURE  
(Amended 1975-76)

A. Definition

A grievance is defined as a claim based upon a dissatisfaction with an interpretation, violation or application of this agreement affecting any person included in the bargaining unit.

B. Procedure

1. Time limits and steps:

- (a) The person having a grievance will first discuss it with the Principal. The Principal will meet with the grievant within ten (10) school days after presentation, in an attempt to resolve the problem.
- (b) If not resolved under (a) above, the grievant will submit the grievance in writing to the Principal who will in turn give a written answer within five (5) school days of the submission.
- (c) If not resolved at this step, the grievant and/or his representative may submit the written grievance and the Principal's answer to the Board, through the Principal, within five (5) school days of the Principal's answer, for resolution. The Board will submit its disposition by thirty (30) calendar days or sooner.
- (d) Time limits for raising a grievance will be no more than ten (10) school days after the occurrence of the grievance or within fifteen (15) school days the grievant and/or his representative would reasonably be expected to know of its occurrence.

If at any step of this procedure it is necessary to extend the time limits it must be mutually agreed to by the parties.

- (e) If not resolved at this step, the grievant and/or his representative may appeal the Board's decision to the Public Employees Relations Commission (PERC). (Cost of which shall be borne by the parties equally)
- (f) This procedure or any succeeding procedure entered into by the parties can, in no way, infringe upon the statutory right of the Board of Education to exercise its prerogative to rehire or not to rehire a teacher who has not acquired tenure in this district.

## DURATION OF AGREEMENT

This agreement shall be effective as of September 1, 1977 and shall continue in effect until June 30, 1978.

In witness whereof the Bay Head Teachers Association has caused this Agreement to be signed by its President and Secretary and the Board of Education has caused this Agreement to be signed by its President and attested by its Secretary, and its corporate seal to be placed hereon, on this 14 day of June 1977.

BAY HEAD TEACHERS ASSOCIATION:

*Cornelius*  
President

*Dorothy H. Ambrose*  
Secretary

BAY HEAD BOARD OF EDUCATION:

*Guilford R. Myhr*  
President

*Dorothy S. Moore*  
Secretary

Board Negotiators: Arthur A. Cannon and Darolene Mauro  
Teachers Assn. Negotiators: Anita Baron and Jeffrey Brandon